

MILPERSMAN 7220-020

COMPUTATION OF SERVICE FOR BASIC PAY

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References	(a) DOD 7000.14-R, Department of Defense Financial Management Regulation, Volume 7A, Military Pay Policy and Procedures Active Duty and Reserve Pay
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1. **Policy.** The monthly longevity basic pay for naval personnel is determined by a member's pay entry base date (PEBD). The PEBD is a calculated date based on creditable service as defined in reference (a), chapter 1.

2. **Computation of Service for Personnel on the Active Duty List (ADL) and Full Time Support (FTS).** The supporting Personnel Support Activity Detachment (PERSUPP DET) or Personnel Office will calculate and enter the PEBD when a member is gained to active duty. Within 6 months upon reporting to active duty Navy Personnel Command (NAVPERSCOM), Officer Retirements Section (PERS-822) will complete a Statement of Service (SOS) for officer personnel to calculate service dates, to include verification or updating the existing PEBD. The SOS is forwarded to the officer's electronic service record maintained at NAVPERSCOM. The service dates are entered into the Officer Personnel Information System (OPINS) and downloaded in the Master Military Pay Account. Once OPINS is updated, the PEBD will reflect on the officer's Leave and Earnings Statement (LES) within two cycles. The SOS will not be issued solely for record purposes. If the officer has been on active duty for 6 months and the correct PEBD does not reflect on the LES, a request for correction of PEBD should be sent to NAVPERSCOM (PERS-822).

3. **Computation of Service for Reserve Officers (not on the ADL).** Computation of, or correction to, an reserve officer's PEBD is calculated by NAVPERSCOM, Reserve Officer Status Section (PERS-4911). Inquiries regarding establishment of, or correction to, a reserve officer's PEBD should be addressed to NAVPERSCOM (PERS-4911). Cumulative credit for qualifying years of reserve service is under the purview of Commanding Officer,

Naval Reserve Personnel Center (NAVRESPERSCEN) (N21). A SOS to show a reserve officer's anniversary date is provided by NAVPERSCOM (PERS-4911) when required.

4. **Broken Service for Active Duty Enlisted Personnel.** In case of broken service, the individual should provide the DD 214, Certificate of Release or Discharge from Active Duty, issued at the time of discharge so that cumulative service may be computed. If the DD 214 is not in the member's possession, send a request for a SOS to NAVPERSCOM, Records Analysis Section (PERS-312D). Specify the SOS is required in the computation of service for base pay purposes. Retain a copy of DD 214, or NAVPERS 1070/878 (Rev. 3-99), Forwarding of Statement of Service in the Case of, for PEBD and active duty service date, in the new service record to substantiate cumulative service.